



Town Council

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Kathleen G. Hill

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MINUTES

Town Council Minutes

Tuesday, October 13, 2016 at 6:00 P.M.

Council on Aging Media Room, 328 North Main Street
East Longmeadow, Massachusetts 01028

Present: Kevin M. Manley, President, Kathleen G. Hill, Eric H. Madison, Michael J. Kane, Joseph Ford, Denise Menard, Acting Town Manager, Thomas P. Florence, Clerk of the Council.

The President of the Town Council opened the meeting at 6:01P.M. With the Pledge of Allegiance, Moment of Silence. Announcements were made in accordance with G.L., 30A, s.20 (e). It was noted that ELCAT and Chris Goudreau of The Reminder were taping the meeting.

PUBLIC COMMENTS

Sarah Hannah plus 6 parents, Crossing Guard at Hampden & Parker St:

Mr. Florence stated that Ms. Hannah had called him and explained that a crossing guard will be at the location on the following Monday, therefore Ms. Hannah will not be in attendance at the Town Council meeting.

Andrea Morissette: Nuisance Complaints

Ms. Morissette spoke about blight in town that is spreading and gave descriptions of particular locations in town and made suggestions of ways to keep up the properties. Ms. Morissette volunteered to help send out notices to the properties.

Mr. Madison gave an explanation of the Public Comment procedure to Ms. Morissette and added that the Council Members responses will come in the next section.

Ralph Page:

Ralph Page commented on own Council pay. He mentioned that the charter Commission did opt to leave this determination up to the new Council once elected. Mr. Page had a concern that any stipend over \$5,000 annually would fall under a potential benefit of the Hampden County Retirement system. He stated that he believes that if you receive this for a 20 year period, you become eligible.

Mr. Page also wanted to consider pay to the Council at \$3,000 for each member and \$3,500 for Council President for a total of \$21,500. Mr. Page believes the Selectman were slightly underpaid at \$2,000 per

member and \$2,500 for the Chair. Mr. Page stated that the first year of the Council would be the toughest. After a permanent Town Manager is hired, their duties would ease up.

TOWN MANAGER REPORT

The Town Manager gave updates on the following:

General Matters:

Sidewalk and Crossing Guard: It was determined to place a sidewalk on the westerly side of Hampden Rd at Kenneth Lunden Dr. towards Parker St. as a best option to resolve resident's concerns. Ms. Menard added that a crossing guard will be at the Hampden Rd-Parker St. location for the remainder of the school year.

Drug takeback program: The Police Department will hold a drug takeback event on October 22nd from 10-2 for residents that wish to dispose of expired prescription drugs. No needles or liquids will be accepted.

Town Hall Renovations: Phase 2 of the Town Hall renovations is to begin in early November and she has a draft plan to view.

Public Records Law: Changes to requirements of the Public Records Law will go into effect on January 1, 2017 and will require the appointment of a "Records Access Officer".

Resident Inquiry: East Longmeadow's 125th anniversary will be in 2019 and a resident has asked if the Town Council has any thoughts on a celebration.

Barn Fire: An update was given about the prior weeks' barn fire at 43 South Bend Lane. Ms. Menard thanked the East Longmeadow firefighters for a job well done and also to all the neighboring departments that assisted.

New Police Officer: Officer Alex Serra was sworn in on October 3rd as East Longmeadow's newest Police Officer. The remaining three candidates will start the academy on November 7th.

New Sidewalk: A new 5-foot wide sidewalk will be constructed along the west side of a portion of Elm St in 2017 and affected residents have been notified.

Grants: The Police Chief, Fire Chief and Public Works Superintendent are working on a grant that can provide up to \$15,000 toward risk management and loss control training or equipment. Work is ongoing for a Community Development Block Grant. Ms. Menard gave a brief description of what the grants can be used for.

Flu vaccination clinic: A first annual flu vaccination clinic was held in the Town Hall parking lot. Vaccinations were administered for free by Walgreens with an insurance card. There were 74 vaccinations administered at the 3 hour clinic.

Staffing Updates:

Ms. Menard gave the following updates:

Building Commissioner

A second interview is going to be conducted and Ms. Menard expects to have a recommendation for the next Town Council Meeting.

Library Director

Interview for the Library Director's position are being scheduled for the end of the month.

Assistant Town Clerk

The application process closes tomorrow and interviews will begin shortly.

Ms. Menard stated that a labor matter that has gone to State Mediation is close to resolution.

Mr. Madison made a request to have a summary completed by the Assessors and Accounting for a quick over-view of the Municipal Modernization Finance Acts prior to entering the budget process.

ACT ON MINUTES & MOTIONS OF SEPTEMBER 27, 2016 OPEN SESSION

Motion: Councilman Madison made a motion to accept the Minutes as submitted for the September 27, 2016 Open Session. So moved by Councilwoman Hill, seconded by Councilman Ford. All were in favor.

ACT ON MINUTES OF SEPTEMBER 27, 2016 EXECUTIVE SESSION

Motion: Councilman Madison made a motion to accept the Minutes as submitted for the September 27, 2016 Executive Session Minutes. So moved by Councilwoman Hill, seconded by Councilman Ford. All were in favor.

COMMUNICATIONS, CORRESPONDENCE & ANNOUNCEMENTS

Eagle Scout Tyler Lamon letter

President Manley gave a description of a letter that was received from Mr. Jerry Franklin requesting the Town Council to recognize the achievements of Eagle Scout Tyler Lamon with a letter of congratulations to be presented to him at the Eagle Court of Honor on November 19, 2016 at the First Congregational Church in East Longmeadow.

Cub Scout Tree Planting at Heritage Park

President Manley spoke about receiving a request from the Tiger Scouts of Den 7 Pack 272 for permission to plant an apple tree at Heritage Park that will be rescheduled.

One Day Beer Only Permit – St. Paul the Apostle Church, Sunday, October 23, 2016

Insurance on file, a fundraising event from 5pm to 10 pm, expecting 75 attendees.

Motion: President Manley entertained a motion to approve the one day only Beer Permit. So moved by Councilman Madison, seconded by Councilman Anderson, and all were in favor.

ELHS Robotics Club email:

President Manley read an email received from Mr. Craig Tedeschi requesting the use of temporary storage space for collection of used clothing and home goods for a fund raising event. Discussion followed about available spaces, liability concerns for the town and other options to pursue. Fire Chief Morrisette gave a description of status of the former Package Machinery property and other possible properties that have vacant space available.

CALL FIREFIGHTER RESIGNATION

Fire Chief Morrisette gave a brief explanation of a resignation for a Call Firefighter.

ORDERS OF THE DAY:

MOTION:

President Manley made a motion to move to Agenda Item 10B-2 and then go back to Item 10A. So moved by Councilman Madison, seconded by Councilman Ford. All were in favor.

NEW BUSINESS:

ADOPTION OF HAZARDOUS MITIGATION

Fire Chief Morrisette gave an explanation of the tasks of Hazard Mitigation Committee and the plan that has been put together that needs to be adopted by the Town Manager. Councilman Madison gave an explanation of the requirements to be eligible for mitigation money through the government.

Chief Morrisette stated that the Fire Department is having their open house on the upcoming Saturday, 12noon to 3pm.

OLD BUSINESS:

Screening Committee Timeline

Clerk Florence gave an update about six applications received, and stated that the Collins Center will help consult on the selection of five members for the Town Manager Screening Committee.

President Manley gave a description of the recommendation of the Collins Center to limit any Town Council members on the screening committee to only one. Discussion followed about the timeline for the Permanent Town Manager Screening Committee. Councilman Ford asked Mr. Morrisino to share information about himself. Mr. Morrisino gave a description of the duties that he has volunteered for on behalf of the town.

A discussion began about the applicants that have applied for the committee and other obligations that the applicants have. Councilman Ford gave an explanation about having an alternate on the committee.

MOTION:

Councilman Madison motioned that the Council appoint Mr. Miller, Mr. Harrigan, Mr. Gentile, Mr. Morrisino, and Mr. O'Connor to the Review Committee, one of which is decided by the committee will be appointed as an alternate. So moved by Councilman Kane, seconded by Councilman Ford and all were in favor.

President Manley appointed Councilman Ford to the Review Committee.

HANWARD HILL PETITION

Councilwoman Hill gave an update of the members on the Hanward Hill Petition Committee and the issues that were covered in their meetings. Councilwoman Hill stated that the November election cannot be moved at this late date, and gave a description of methods to mitigate the issues of parking on Hanward Hill and the school access road. Councilwoman Hill stated that the committee will meet again after the November election. Clerk Florence spoke about some changes that will be in place for the November election. Clerk Florence gave a description about the new Early Voting Process that will take place on October 24th to November 4th at the Town Manager's Hearing Room.

Councilwoman Hill stated that a crossing guard will be placed at Parker Street & Hampden Road for the coming Monday.

RETIRED DEPUTY FIRE CHIEF LETTER

Clerk Florence spoke about a draft letter for the Retire Deputy Fire Chief. Councilman Ford stated that the issue in the letter has already been addressed by the former Selectmen, and a determination was made at the previous meeting that the issue isn't something that can be re-addressed.

BY-LAW SUB COMMITTEE

Clerk Florence gave an update of the By-Law Committee's first meeting, and the tasks for their next meeting. Ms. Richardson gave a description of the process that the By-Law Committee will be using during their review process. Councilman Madison stated that the By-Law Committee must conclude their work by April 12th and forward the final document to the Town Council and the Town Council has 90 days to act.

NEW BUSINESS

Appointment – Board of Health

The Town Manager gave a description of the candidates that are to be appointed to the Board of Health and asked for Town Council's authorization to make the appointments. Ms. Menard was given authorization.

FINANCIAL MATTERS – APPROPRIATIONS

Scheduling of Tax Classification Hearing Meeting with Board of Assessor's for October 25.

Clerk Florence gave a description of the purpose and attendees for the hearing, and the forms that the Town Council will be required to sign to receive approval from the Department of Revenue to set the tax rate.

Town Council Pay

Clerk Florence stated that he did not receive any comments from residents. President Manley gave an explanation of speaking with a member from the Collins Center regarding Town Council pay. Councilwoman Hill spoke about the process used in determining the Town Council Pay. President Manley gave a description of stipends for discontinued boards that will offset the Town Council pay amounts. A discussion followed about end date of the Board of Health pay. A discussion followed about appointments to boards and committees. Councilman Madison stated that compensation for appointed boards and committees needs to be addressed in the annual budget process to be re-evaluated.

Discussion began about the process to use to establish the Town Council pay.

Councilman Madison stated that initiatives and funding can come from the Town Manager, a citizen petition process or a council member, and noted that he wants to meet with the Town Attorney for a method for this for the future.

Motion:

Councilwoman Hill made a motion to establish Councilor pay for the fiscal year July 1, 2016 through June 30, 2017 at \$5,500.00, \$6,500.00 for the Vice-President of the Council and \$7,500.00 for the President of the Council and will do this tonight out of necessity because we are the only board capable of making the this type of motion. Seconded by President Manley. There were five in favor and one opposed.

It was determined to defer to the Acting Town Manager and Town Accountant for the method of pay.

Solid Waste Fund - \$123,570

Motion to reaffirm at the Annual Town Meeting of May 16, 2016 intended to fund \$123,570.00 from the Solid Waste Fund Revolving Account as seen in Exhibit B in order to fund the operating budget of \$52,909,516 as seen in Exhibit A. Seconded by Councilwoman Hill. Councilman Madison clarified that the Council is not appropriating any money, that there was a question as to whether this was done correctly at the Annual Town Meeting and this vote is only to reaffirm that vote as intended. All were in favor.

Appellate Tax Board Appeal – Reserve Fund Transfer Request \$5,000

Clerk Florence explained a scenario for the Assessor's Department that may be necessary to request a reserve fund transfer request.

Motion to adjourn at 7:50 pm by Councilman Madison, Seconded by Councilman Ford and all were in favor.